



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
UNEMPLOYMENT INSURANCE AGENCY
DEPARTMENT OF LABOR & ECONOMIC GROWTH
DAVID C. HOLLISTER, DIRECTOR
DAVID A. PLawecki, DEPUTY DIRECTOR

SHARON M. BOMMARITO
DIRECTOR
UNEMPLOYMENT
INSURANCE AGENCY

Date: June 6, 2005

Dear Employer:

Reimbursing employers are currently required to submit two forms on a quarterly basis, Form UIA 1017, *Quarterly Wage Detail Report*, and Form MDCD-ESA 3104, *Employment and Wage Information Request*. The requirement for Form UIA 1017 will not change. MDCD-ESA 3104 will be replaced.

Effective for the quarter ending June 30, 2005, reimbursing employers are required to complete Form UIA 1020-R, *Reimbursing Employers Quarterly Payroll Report*, to replace the *Employment and Wage Information Request*. This change is necessary to meet a U.S. Department of Labor directive.

Form UIA 1020-R will provide the Agency with gross wages paid for the quarter and the number of full-time and part-time workers who worked during, or received pay for, the pay period that includes the 12th of each month in the quarter.

Failure to timely file Form UIA 1020-R will result in a \$10 penalty charge per late report, as provided in Section 54(c) of the Michigan Employment Security (MES) Act. Form UIA 1020-R is due the 25th day of the month following the end of each calendar quarter as provided under Section 13 of the MES Act. The due dates for Form UIA 1020-R are the same as for Form UIA 1017.

A copy of Form UIA 1020-R is included with this letter. Form UIA 1020-R will be preprinted with your name, FEIN, account number, and a barcode and will be mailed to you prior to the end of each calendar quarter. You may download Form UIA 1020-R from our website at www.michigan.gov/uia if you do not receive a preprinted form. Reimbursing employers are not required to remit any payments with this form.

For further questions on this requirement, please contact the Reimbursing Unit at:
Phone: (313) 456-2085 [TTY customers use (313) 456-2083] or FAX: (313) 456-2132.

Sincerely,

Rodger M. Palm
Acting Director
Office of Trust Fund, Tax & Employer Compliance

UIA 1020-R Insert
(6-05)